



CHAMPPS FY2010 RFP
Questions and Answers
Focus Area Contacts

Can two coalitions from the same area apply separately to address two different focus areas?

Two coalitions in the same community working to address two different focus areas can apply separately. Coordination and collaboration is strongly encouraged. Regional distribution will be considered in the final selection of grants.

Is this the only CHAMPPS RFP for FY 2010?

Yes, this is the only CHAMPPS RFP for the upcoming year.

Is the CHAMPPS grant open for application from anyone meeting the grant requirements or is this a returning grant application?

This round of funding is open to any applicants who meet the eligibility. It will be a competitive application for all who apply.

Will there be separate RFPs for implementation and assessment?

There is not a separate application for capacity building that includes assessment vs. implementation. Applicants are encouraged to apply for the stage they are at and may include plans to address multiple levels of the prevention model in the upcoming year. Coalitions should not rush through assessment and planning to apply for implementation.

Our coalition received a CHAMPPS grant last year for capacity building. Are we able to receive one again if we want to expand our capacity building effort into new towns that are interested and show readiness? We would include planning and some implementation in our proposal, but also plan to continue with capacity building.

You can and should apply for the level of the prevention model that the towns your coalition represents are at. It can include additional capacity building for new and/or existing towns. Do not include implementation activities if you have not completed capacity and planning. If the coalition will be ready for implementation during the grant year you can state that in the work plan and put aside funds in the budget for implementation activities. A community plan must be completed and any implementation activities will have to be approved by VDH before they can begin.

Does the organization applying for a CHAMPPS grant have to be the coalition? Or can an organization apply for CHAMPPS on behalf of a coalition?

Organizations and coalitions are both listed as eligible to apply for funding. You must be able to demonstrate and outline the organizational capacity and clearly describe who will be completing the work. The entity that is responsible for the grant activities should be the applicant. An organization can act as the fiscal agent for a coalition.

We heard some good examples of obesity prevention interventions. Can you give examples for substance abuse prevention?

The CHAMPPS RFP is focused on policy, systems and environmental change. Therefore those strategies that address community level risk factors such as, “Alcohol and other drugs are readily available” or “community laws and norms are favorable toward drug use” are encouraged. For resources on prevention interventions, you can access the Division of Alcohol and Drug Abuse Program’s Strategic Prevention Framework Guidance Document at <http://healthvermont.gov/adap/prevention/SPF/StrategicPreventionFramework.aspx> Click on “Guidance Document and Appendix” and go to pages 12-13. Alcohol and drug prevention strategies should be selected only after a community needs and resource assessment has been completed. The Guidance Document also provides information on selecting an intervention that is a good fit for your community, once your assessment is completed.

Can you tell us what the maximum amount of time you expect people to be working on assessment and capacity building? I work with a community that is just getting started. If they want to do capacity building the whole time will this exclude them from the running?

Assessment and capacity building ranges anywhere from 3 months to over a year depending on the community’s readiness. Applying to do assessment and capacity building for the entire project period may be an appropriate use of funding for your community. The 15 points under “Prevention Framework Steps” will be awarded based on the quality of your proposed work, regardless of where you are in the Prevention Framework.

I have a question about geographic area – ours can be determined in many ways. Would it be better to define it as wide as possible or to focus on a more localized, smaller area?

Whatever geographic area you choose, you will need to demonstrate you have partners on board for the area (application section D. Partnerships) and be able to describe why you chose this large or small an area for your project under application section A. Community Description. A larger area may take more coordination and resources- make sure you have the capacity to manage the area you choose.

Different communities within our geographic area are in different stages of the prevention framework and have been sharing experiences with each other. Is it ok to include all of these areas in our proposal or should we choose one?

It is up to you. As described above, be sure you have partners on board for the area you choose, that you can describe why you chose that large or small an area, and that you have the capacity to impact the area/communities you want to.

I have a question about target population. I work with four towns. One of them is not including seniors in their target population and the other three think it is important not to lose this focus – should I ensure this town includes seniors?

Defining a target population should be based on the community assessment (done through an advisory or steering committee with community input) and the focus area you choose to address. Review the guidelines in appendix E focus areas 1-4.

How narrow should the target population be?

See above. Also consider where is the highest need, and what is the most feasible to address given your coalition's resources.

Can I apply to do an intervention that addresses parenting?

This depends on your community assessment- was parenting identified as a priority related to the focus area? If parenting was identified, the interventions planned must be evidence based and at a level of systems, policy and/or environmental change. Parenting classes will not be funded. Changing the way a system (school, town, community, or worksite) communicates with, and supports parents would be acceptable. Any activities must be directed towards one or more of the focus areas.

We are in the middle of our community assessment. We plan to have it done in a few months and will want to move to implementation but will not have the assessment completed by the time this application is due in order to describe what the intervention will be. Can we apply for funds to support a yet to be defined intervention?

Yes. Be clear in your application where you are with the assessment and capacity building phases. If the coalition will be ready for implementation during the grant year you can state that in the work plan and put aside funds in the budget for implementation activities. A community plan must be completed and any implementation activities will have to be approved by VDH before they can begin.

You mention several specific groups or people who are required to sign the letter of commitment. Is the reason for this so you can screen to be sure communities are not applying for more than one grant?

The reason for specifying certain people or organizations who must sign the letter of commitment is to ensure applicants are communicating and coordinating efforts in their communities. In addition, your local Department of Health and AHS offices can provide you with resources and information that may strengthen your grant application. A representative from your local Department of Health district office should be included as a member in your coalition.

Can communities apply for more than one grant?

Yes. Keep in mind, that funds are very limited and in the final decision, geographic distribution will be a factor, i.e. we will look at funding communities from around the state rather than funding several communities in one area. We strongly encourage partnerships and collaboration. This will be a significant part of the scoring.

Our coalition already receives funding from the Department of Health. Can we apply for additional funds?

You should not apply for funding from two different Department of Health sources for the same work in the same area. You may apply for funding for new initiatives.

This funding will be competitive and it is likely that more applications will be received than can be funded. Regional distribution will be considered in final funding decisions.

You mentioned you want a letter of commitment from everyone involved. We have a very large area – 15 communities – and do not have representatives from every one of those. Is that ok?

First determine if you are you really working with, or planning to work with, all 15. If you are not currently working with a community, and you plan to, tell us how you will reach out to those, and why. No letter of commitment is needed for communities that you plan to engage. However, if you are working with a community, then you must include a letter of commitment from a community representative. If you are not currently working with a community, and you do not plan to, then do not include a letter of commitment. We would also caution you to set achievable objectives in your application. Given the limited funding, you may want to target your effort to fewer areas so that you are not spreading your resources too thin to accomplish your goals.

Our coalition addresses all four of the content areas but for this grant, only want to apply for funds for one area. How will it effect our application if a coalition who works on all four areas only focuses on one in this application?

If you are working on other focus areas but do not need funding for them through CHAMPPS, describe this under part C. Organizational Capacity. Applications will be stronger if they address multiple focus areas and describe how these efforts are, or will be, integrated and coordinated within already existing community efforts.

Focus Area 3 indicates that the target audience is parents and families with young children. This isn't stated elsewhere in the RFP. The grant specifications state that the project should promote healthy behavior and disease prevention "across the lifespan" of individual Vermonters. Would you clarify please?

Implementation activities must be evidence based or based on best and promising practices and follow guidelines outlined by the Department of Health chronic disease prevention programs. Based on state level review of data and known best practices some of the focus area programs have identified priority target audiences. For Focus area 3 (physical activity and nutrition), the priority target audience is parents and families with young children.

Department of Health Focus Area Contacts

Focus Area 1

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Focus Area 2

Preventing Alcohol and Drug Abuse

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Focus Area 3

Promoting Physical Activity and Healthy Eating-Fit and Healthy Vermonters

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Focus Area 4

Access to Quality Preventive Health Care Services

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